



CITY OF MERRILL

Parks & Recreation Dept. - Smith Center

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AUGUST MEETING NOTICE

The Merrill Parks and Recreation Commission will have a meeting on **Wednesday, August 3, 2022 at 4:15 p.m. at the Merrill City Hall.**

Voting members of Commission: Jean Ravn, Brian Artac, Kyle Gulke, Joan Tabor, Mark Weix, Chad Krueger and Dan Novitch

The following items will be included on the agenda:

1. Approve minutes from previous meeting.
2. Approve claims.
3. Public Comment
4. Review and approve potential site location for potential pickleball courts.
5. Monthly reports.
6. Set date for next meeting.
7. Public comment
8. Adjournment

Submitted by


Dan Novitch, Chairperson
Parks and Recreation Commission

The Merrill City Hall is accessible to the physical disadvantaged. If special accommodations are required, please contact City Hall at 536-5594



Parks & Recreation Commission Minutes

Wednesday, July 13th, 2022

The Parks & Recreation Commission met on Wednesday, July 13th, 2022 at 4:15 p.m. at the Merrill City Hall.

Members Present: Dan Novitch, Brian Artac, Jean Ravn, Kyle Gulke, Mark Weix Jr.

Members Excused Absent: Joan Tabor, Chad Krueger

Department Staff: Dan Wendorf

Others: City Clerk Lori Anderson-Malm, MP3

Chairperson Novitch called the meeting to order at 4:15 p.m.

Minutes from previous meeting:

***Motion Artac, seconded by Ravn to approve the minutes from the June meeting.

***Carried unanimously.

Claims:

***Motion Weix, seconded by Artac to approve the June claims.

Artac asked about the bill from RTL regarding lights on the River Bend Trail. Wendorf stated that bill was for the new lights that were recently installed along the new segment of the River Bend Trail. The lights were required in the land usage agreement. Gulke mentioned that the funding was provided by the River District Development Foundation.

***Carried unanimously.

Public Comment: There was no public comment.

The next item on the agenda was to discuss the 2023 Capital Projects and Equipment request. Wendorf began the discussion by giving the Commission an overview of the process and stated that with the number of new City Council members and a new Mayor they wanted to begin the process earlier this year. Wendorf went through the list item by item and explained what each item requested was and the reason for including them for potential funding. The list included the following items: Replace dock at

Riverside Park Boat Landing, Replace dock and boat launch at Ott's Park, Security Camera's at Normal, Kitchenette, and Stange Parks, Replace John Deere 1445 Front Deck mower (and most attachments), Construct Pickleball Courts (at a location to be determined later), Re-pave Streeter Square basketball courts, and Construct a small playground area near the Agra Pavilion. Wendorf went on to explain that the docks at both locations were damaged beyond repair several years ago after repeated high water events and are very popular put in areas for our citizens. These have been on our capital request for the past few years. Security cameras are needed to start to combat the increasing vandalism we have been experiencing at these three locations especially. The replacement of the JD 1445 is due to the fact that this piece of equipment is vital year round for us and its versatility during the winter is irreplaceable. It is getting up there in age/hours and we can't wait for it to quit on us. Pickleball courts have been discussed for a number of years now internally and we have had many requests from the public (and a lot of feedback on our recent Outdoor Recreation public survey). Pickleball is a sport that is growing exponentially in popularity and our citizens would like us to provide them some courts. I am going to meet with some of our local enthusiasts to discuss potential locations to bring back to the Commission for consideration. The Streeter Square basketball court surface is over 50 years old and in great need of replacement. We would like to remove the old asphalt and repave with new and make the court regulation size. Finally, with the heavy usage of the Agra Pavilion and River Bend Trailhead area there is nothing for young children to do in that area and it would be nice to install a small playground there. The River District Development Foundation has some funding to contribute to the project and we would like to partner with them to provide a small playground on the grass area immediately east of the pavilion.

***Motion Weix, seconded by Ravn to approve the 2023 Capital Request list as presented.

***Carried unanimously.

The next item on the agenda was to continue discussion on seasonal and hourly wages. Wendorf stated that this needs to continue to be discussed in conjunction with City Council and Personnel and Finance discussions to try and be proactive and competitive with our wages. Wendorf noted the recent struggles we experienced with recruitment of guards and other seasonals and pointed out the recent wage increases that MAPS enacted (up to \$15/hr starting). If we do not at least match what others are offering in our market, we will continue to struggle to recruit employees. Novitch also mentioned the discussion we had at the June meeting regarding compression. If we do not address hourly full time wages along with seasonal wages it can become a problem. Everyone is very well aware of the number of job openings that others cannot fill. We have tremendous employees within our department, both seasonal and full time, and we really need to do all that we can to keep them. This will include compensating them at market value or we can risk the possibility of them leaving. Gulke mentioned that we should probably revisit our fees that we charge to help offset any wage increases. Wendorf mentioned that ultimately it is all up to City Council to approve but at least the discussion is happening at our Commission level. Novitch requested that Wendorf keep the Commission informed on future Common Council information regarding wage rates.

Novitch suggested combining the next two agenda items for discussion as they were related. Wendorf began by providing the Commission with a summary of pool operations to date. He said it was great to see a few more guards join the team and it has helped be open every weekend in July thus far and helped with scheduling flexibility. He mentioned that pool attendance has been good, but with any outdoor pool it fluctuates depending on the weather. Hopefully we finish with some sunny 90 degree days to help fill it up as much as possible. He also mentioned that the young crew that we have out

there has been learning as the summer goes on. Wendorf also mentioned that they have noticed early on this year that there were many parents trying to send younger kids to the pool by themselves (under 10) and we had to nip that in the bud early as we are not a daycare out there. All in all things were going good at the Aquatic Center. Wendorf also fielded any questions related to his board report.

The next meeting will be on August 3rd, 2022 at 4:15 p.m. in the Council Chambers at City Hall.

*Novitch mentioned that a few years ago the Commission did a park tour and would like to possibly consider that in the near future.

***Motion Weix, seconded by Artac to adjourn at 5:30 p.m.

***Carried unanimously.

Dan Wendorf
Recording Secretary

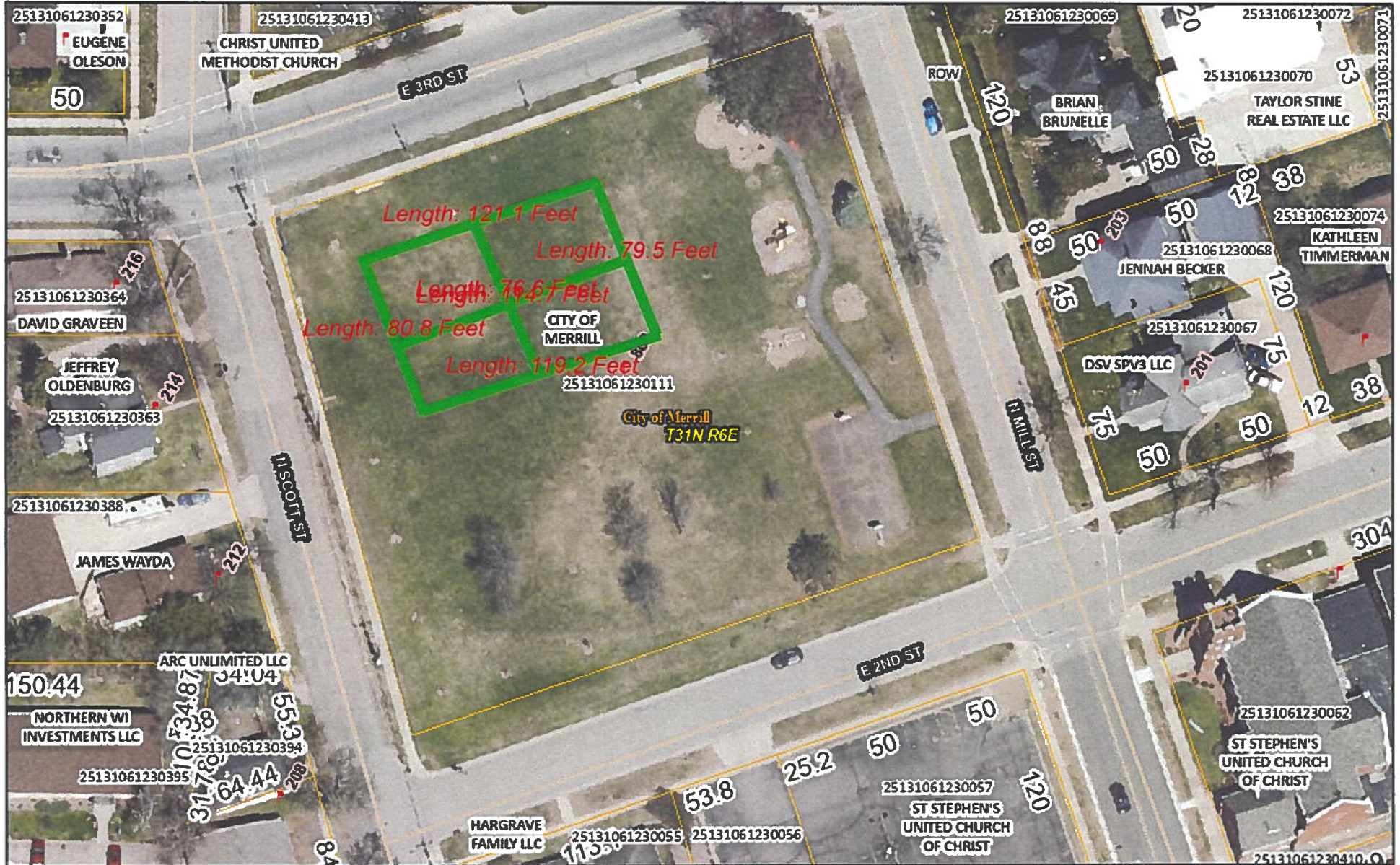
AA LOCK SERVICE	KEYS	7/12/2022		\$45.00	55200-03-40000
AJ CONTRACT SERVICES	AQUATIC CENTER REPAIRS	7/20/2022	35644	\$1,203.25	55420-03-50000
ALL AMERICAN SWIM	SUPPLIES FOR AQUATIC CENTER	7/25/2022		\$271.00	55420-03-50000
AMERICAN WELDING	CHEMICALS FOR POOL	7/11/2022	8642731	\$267.25	55420-03-50000
AMERICAN WELDING	CHEMICALS AQUATIC CENTER	7/1/2022	8626834	\$471.47	55200-03-15000
AMERICAN WELDING	CYLINDER RENTAL	6/30/2022	8627283	\$78.22	55300-03-41500
AMERICAN WELDING	CHEMICALS AQUATIC CENTER	7/18/2022	8621769	\$242.48	55420-03-50000
BAJA'S	SHIRTS	7/25/2022	18271	\$353.50	55300-03-41500
BAJA'S	SIGNAGE BLACK SQUIRRELL	7/25/2022	18270	\$112.75	BLACK SQUIRRELL
BARB HARDING	SECURITY DEPOSIT	7/13/2022	VOUCHER	\$100.00	10-21-7200
BAUMGART WASTE REMOVAL	WASTE REMOVAL	7/1/2022		\$148.00	55400-02-23600
BEACON ATHLETIC	SPARKLE LINE CHALK	7/29/2022	055388-1	\$1,023.60	55200-08-91000
BILL HAUSWERTH	ICE	7/7/2022	VOUCHER	\$4.78	55300-03-41500
BRENDA JOHNAS	SECURITY DEPOSIT	7/19/2022	VOUCHER	\$50.00	10-21-7100
CAROLYN GUSTIN	SECURITY DEPOSIT	7/13/2022	VOUCHER	\$50.00	10-21-7200
CARQUEST	BATTERY	6/20/2022	50717	\$116.45	55200-03-50000
CHRISTINE BREMER	SECURITY DEPOSIT	7/7/2022	VOUCHER	\$100.00	10-21-7200
CINTAS	UNIFORMS	7/7/2022	4124684570	\$142.79	55200-03-46000
CINTAS	MOP/MATS	6/30/2022	4123944143	\$197.21	55400-02-23250
CINTAS	UNIFORMS	6/30/2022	4123944231	\$142.79	55200-03-46000
CINTAS	UNIFORMS JIM/JOE/Ryan/TOILET TISSUE	7/14/2022	4125289574	\$142.79	55200-03-46000
CINTAS	UNIFORMS JIM/JOE/Ryan/TOILET TISSUE	7/21/2022	4125972489	\$142.79	55200-03-46000
COLLEEN SPRAGUE	SECURITY DEPOSIT	7/13/2022	VOUCHER	\$100.00	10-21-7200
COSMO THEATRE	SUMMER PLAYGROUND	7/7/2022		\$590.00	55300-03-41500
COURTNEY KRUEGER	REFUND ON SUPPLIES	7/7/2022	VOUCHER	\$14.77	55300-03-41500
DAVE'S COUNTY MARKET	SODA FOR BIRTHDAY PARTIES	7/5/2022		\$12.67	55420-03-40100
DAVE'S COUNTY MARKET	RUBBING ALCOHOL	6/22/2022		\$5.68	55300-03-41500
DAVE'S COUNTY MARKET	AQUATIC SUPPLIES	7/18/2022		\$19.53	55420-03-40100
DIANE GOETSCH	SECURITY DEPOSIT	7/19/2022	VOUCHER	\$100.00	10-21-7200
DON SWAN	SECURITY DEPOSIT	7/19/2022	VOUCHER	\$100.00	10-21-7200

ERIC GEISS	SECURITY DEPOSIT	7/7/2022	42049174	\$100.00	10/21/7200
ETCO ELECTRIC	SUPPLIES FOR SHOP	6/30/2022	3401089	\$82.39	55200-03-40000
GREEN LAWN	INSTALLED WATER LINE	7/30/2022	22-25434	\$975.00	CITY FOREST TINBER SALE
HAWKINS	CHEMICALS FOR POOL	7/7/2022	6232015	\$3,962.50	55420-03-50000
HOLIDAY WHOLESALE	PIZZA'S	7/13/2022	1144007	\$863.00	55420-03-40100
HORST DISTRIBUTING	FIELD MIX	7/15/2022	94456-000	\$1,188.00	55200-08-910000
HORST DISTRIBUTING	WHEEL DECK	7/19/2022	98138-000	\$374.57	55200-03-50000
HORST DISTRIBUTING	WHEEL AND TIRE	7/21/2022	98138-001	\$577.16	55200-03-50000
HUFFCUTT	TEAL VAULT TOILET	7/22/2022	14081	\$16,125.00	CAPITAL 2022 PRAIRIE TRAILS
IRVIN FICK	SECURITY DEPOSIT	7/19/2022	VOUCHER	\$50.00	10-21-7200
J.WENNING	ZAMBONI KNIFE	7/12/2022	101989	\$120.50	55400-03-50000
JANET TESCH	SECURITY DEPOSIT	7/7/2022	VOUCHER	\$50.00	10-21-7200
JANET THOMPSON	TENNIS/PADDLE BALL	7/15/2022	VOUCHER	\$230.00	
JAYDEN VERCAUTEREN	SECURITY DEPOSIT	7/19/2022	VOUCHER	\$50.00	10-21-7200
JEN RAJEK	SECURITY DEPOSIT	7/19/2022	VOUCHER	\$100.00	10-21-7200
JENNI PEHLKE	SECURITY DEPOSIT	7/13/2022	VOUCHER	\$50.00	10-21-7200
KAY YOHN	SECURITY DEPOSIT	7/19/2022	VOUCHER	\$50.00	10-21-7200
LACROSSE QUEEN	BUS TRIP	0713-22	22-66	\$894.20	55300-03-41500
MARLENE KRUEGER	SECURITY DEPOSIT	7/13/2022	VOUCHER	\$50.00	10-21-7200
MEGAN SCHNEIDER	SECURITY DEPOSIT	7/19/2022	VOUCHER	\$50.00	10-21-7200
MERRILL ACE HARDWARE	SANDING SUPPLIES	6/23/2022		\$45.98	55200-03-43000
MERRILL ACE HARDWARE	HOSE	6/24/2022		\$89.96	55200-03-40000
MERRILL ACE HARDWARE	ADHS CONST. PL PREM	6/27/2022		\$13.98	55200-03-40000
MERRILL ACE HARDWARE	CONCRETE MIX	6/27/2022		\$57.93	55200-03-40000
MERRILL ACE HARDWARE	NAILS	6/27/2022		\$9.98	55200-03-40000
MERRILL ACE HARDWARE	GARDEN HOSE	6/6/2022		\$22.78	55200-03-50000
MERRILL ACE HARDWARE	STRIPING PT DARK BLUE	7/2/2022		\$63.94	55400-03-40000
MERRILL ACE HARDWARE	O-RING FOR CHEESE MACHINE	7/11/2022		\$2.37	55200-03-40000
MERRILL ACE HARDWARE	TRASH BAGS	7/14/2022	217502	\$59.98	55200-03-40000
MERRILL ACE HARDWARE	PINE SOL	7/15/2022	217530	\$13.99	55200-03-40000
MERRILL ACE HARDWARE	ENTRY LEVER BALBOA	7/11/2022	217378	\$36.99	55200-03-40000
MERRILL ACE HARDWARE	PADLOCK	7/11/2022	217372	\$84.94	55200-03-50000

MERRILL ACE HARDWARE	TRASH BAGS	7/12/2022	217420	\$29.99	55200-03-40000
MERRILL ACE HARDWARE	O-RING FOR CHEESE MACHINE	7/21/2022		\$3.15	55200-03-40000
MERRILL COUNTRY STORE	PARK SUPPLIES	8/31/2022		\$709.96	55200-08-91000
MERRILL DISTRIBUTING	AQUATIC SUPPLIES	7/5/2022	1619865	\$482.50	55420-03-40100
MERRILL DISTRIBUTING	AQUATIC SUPPLIES	7/5/2022	1620057	\$98.50	55420-03-40100
MERRILL DISTRIBUTING	AQUATIC SUPPLIES	7/5/2022	1620796	\$342.85	55420-03-40100
MERRILL DISTRIBUTING	POOL SUPPLIES	0715-22	1621283	\$303.45	55420-03-40100
MERRILL DISTRIBUTING	POOL SUPPLIES	7/19/2022	1621516	\$861.78	55420-03-40100
MERRILL DISTRIBUTING	AQUATIC SUPPLIES	7/21/2022	1622086	\$223.20	55420-03-40100
MERRILL DISTRIBUTING	AQUATIC SUPPLIES	7/22/2022	1622303	\$220.20	55420-03-40100
MERRILL DISTRIBUTING	AQUATIC SUPPLIES	7/26/2022	1622579	\$631.05	55420-03-40100
MERRILL DISTRIBUTING	AQUATIC SUPPLIES	7/27/2022	1622833	\$33.32	55420-03-40100
MERRILL FOTO NEWS	ADVERTISING	6/20/2022		\$399.00	55400-03-41000
MERRILL STREET DEPARTMENT	P-7	6/8/2022	18268	\$214.03	55200-03-50000
MERRILL STREET DEPARTMENT	P-6	6/13/2022	18272	\$162.63	55200-03-50000
MERRILL STREET DEPARTMENT	P-25	6/9/2022	18270	\$170.55	55200-03-50000
MERRILL STREET DEPARTMENT	P-10	6/8/2022	18268	\$101.14	55200-03-50000
MID WISCONSIN BEVERAGE	SODA FOR AQUATIC CENTER	7/18/2022		\$408.00	55420-03-40100
MID WISCONSIN BEVERAGE	SLUSHIE MIX	7/25/2022	2859953	\$200.00	55420-03-40100
MID WISCONSIN BEVERAGE	SODA FOR AQUATIC CENTER	7/25/2022	2859954	\$216.00	55420-03-40100
MID WISCONSIN BEVERAGE	SODA	7/18/2025	2858490	\$408.00	55420-03-40100
MID WISCONSIN BEVERAGE	SLUSHIE MIX	7/18/2022	2858489	\$100.00	55420-03-40100
MID WISCONSIN BEVERAGE	SODA	7/18/2022	2858491	\$1,367.40	55400-03-40100
MITCHELL METALS	SECURITY DEPOSIT	7/19/2022	VOUCHER	\$50.00	10-21-7100
NAPA AUTO PARTS	REFLECTORS	7/15/2022		\$31.99	55200-03-40000
NAPA AUTO PARTS	REFLECTORS	7/13/2022	973258	\$31.99	55200-03-40000
NASSCO	FOAM HAND SOAP	7/14/2022	6181938	\$167.19	55200-03-40000
NORTHWOODS	CLEANING SUPPLIES	7/6/2022	338148	\$189.76	55400-03-40000
PETERSON BROS SAND AND GRAVEL	CONCRETE SAND	7/1/2022		\$50.00	55200-08-91000
PIZZA HUT	EMPLOYEE TREAT	6/30/2022		\$29.50	55300-03-41500
RON LEBERTY	SECURITY DEPOSIT	7/7/2022	VOUCHER	\$50.00	10-21-7200
RTL ELECTRIC	CONCESSION STAND MARC	7/12/2022	65275	\$310.41	55200-02-15000

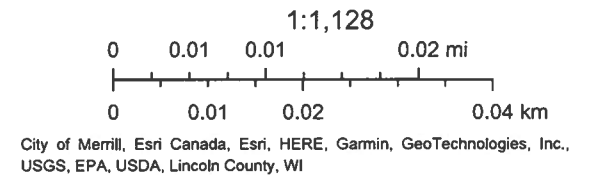
SAM'S CLUB	AQUATIC SUPPLIES	7/18/2022		\$319.92	55420-03-40100
SILVER CREEK SERVICES	TOILET RENTAL	6/28/2022	168606	\$125.00	55200-02-15000
SILVER CREEK SERVICES	TOILET RENTAL BASEBALL TOUR.	6/28/2022	168647	\$1,120.00	55200-02-15000
STAINLESS STEAL	COMPRESSER	6/30/2022	40174	\$623.95	55400-02-16250
SUNRISE BROADCASTING	ADVERTISING	7/2/2022		\$249.00	55400-03-41000
SUSAN RIEBE	SECURITY DEPOSIT	7/19/2022	VOUCHER	\$50.00	10-21-7200
THERESA SMUKOWSKI	SECURITY DEPOSIT	7/7/2022	VOUCHER	\$100.00	10-21-7200
TIM SCHMIDT	SECURITY DEPOSIT	7/7/2022	VOUCHER	\$50.00	10-21-7200
TINA SCOTT	SECURITY DEPOSIT	7/13/2022	VOUCHER	\$50.00	10-21-7200
VICTORY	CLEANING SUPPLIES	6/30/2022	12440	\$216.57	55400-03-40000
VICTORY	HANDWASH REFILL	7/19/2022	124717	\$248.36	55400-03-44000
VIP OFFICE SUPPLIES	THERMAL TAPE	7/1/2022	112399	\$19.96	55300-03-10000
VIP OFFICE SUPPLIES	PAPER FOR PRINTER	7/26/2022	112514-001	\$77.92	55300-03-41500
WAL MART	AQUATIC SUPPLIES	7/18/2022		\$177.64	55420-03-40100
WALMART	DASNI WATER	7/1/2022		\$47.16	55300-03-41500
WALMART	SODA FOR BIRTHDAY PARTIES	7/6/2022		\$31.78	55300-03-41500
WALMART	SUPPLIES FOR POOL	7/8/2022		\$133.34	55300-03-41500
WALMART	SUPPLIES FOR POOL	7/11/2022		\$57.50	55420-03-40100
WALMART	POOL SUPPLIES	7/14/2022		\$66.96	55300-03-41500
WALMART	AQUATIC SUPPLIES	7/18/2022		\$33.08	55420-03-40100
WALMART	SUPPLIES FOR AQUATIC CENTER	7/21/2022		\$38.32	55420-03-40100
WALMART	FISHING SUPPLIES/PROGRAMS	7/22/2022		\$34.62	55300-03-41500
WALMART	AQUATIC CENTER SUPPLIES	7/22/2022		\$68.02	55300-03-41500
WALMART	CHEESE SAUCE	7/25/2022		\$53.30	55420-03-40100
WALMART	AQUATIC SUPPLIES/GLOVES	7/25/2022		\$107.10	55300-03-41500
WATER UTILITY	INGROUND IRRIGATION ON MARCH DIAM.	7/1/2022	VOUCHER	\$1,873.13	PARK ENDOWMENT NON LASPE
WPS	TRAIL LIGHTING	8/12/2022		\$28.24	

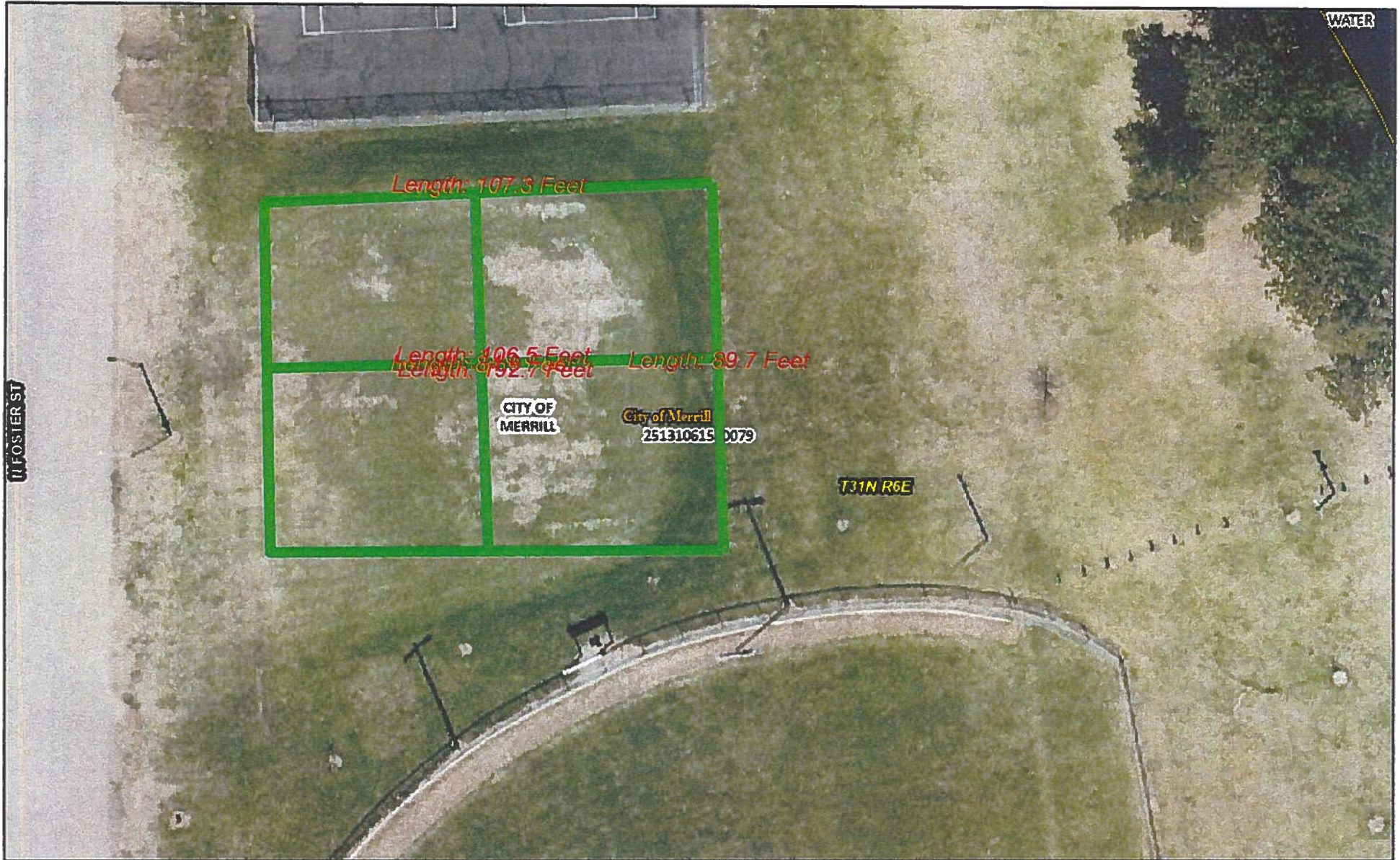
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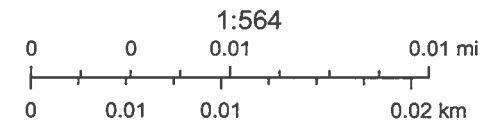
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|---------------|-----------------------|-------------|-------------------|
| City Limit | Municipal Boundaries | Parcels | Address Points |
| PLSS Section | Public Roads LG Scale | Parcel PINs | SITE WITH BLDG |
| PLSS Township | Town and City | Owner Names | SITE WITHOUT BLDG |





7/28/2022, 10:48:27 AM

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| City Limit | Municipal Boundaries | Parcels |
| PLSS Section | Public Roads LG Scale | Parcel PINs |
| PLSS Township | Town and City | Owner Names |



City of Merrill, Esri Canada, Esri, HERE, Garmin, GeoTechnologies, Inc., USGS, EPA, USDA, Lincoln County, WI



August 2022 Parks & Recreation Director's Report

Parks: Our very busy summer season continues through the month of July. We had an extremely busy month with baseball and softball seasons wrapping up at all of our locations as well as a lot of tournaments in multiple locations. Over the past several weeks we hosted a Little League minor league all-star regional at Lion's Park, Legion and Jr. Legion Tournaments at Athletic Park, Rangers tournament at Athletic Park, and the youth fastpitch tournament at the MARC. The fastpitch tournament featured 54 teams and thousands of people from Friday through Sunday (7/22-24). The other tournaments drew large crowds and many teams to our community as well. We hosted a Wisconsin Turf Managers Association "field day" at the MARC on 7/28/22. It brought in over 50 professional grounds people from all over the northern half of the state to learn about ballfield maintenance and care from leaders in the industry. It was a great experience and we got some free work done on our fields. Things have been going well at the Aquatic Center operationally speaking. Our pit toilets were delivered and installed on Monday, July 27th at Prairie Trails. They look fantastic and are going to be a great addition to the park. We are going to re-do the parking lot now that it is done and make the lot smaller so that we don't have trouble areas there where the teenagers park and create problems for us. It will be moved out closer to the road so it is easier to see from the road.

Forestry: Things were fairly slow on the forestry front into about mid-July but I have been getting more inspection calls most likely due to a few more storms and windy conditions. It is also due to the few weeks of warmer weather we had with very little precipitation. I am doing my best to keep up with the inspections and will have them wrapped up shortly and just in time for the fall inspections and tree planting set up.

Recreation: It is very hard to believe that a majority of our summer recreation programs are coming to an end. Within the next few weeks we will be wrapping up Summer Playground and the remaining programs. Overall, we had a tremendous summer season once again and I cannot thank all of our staff members enough. Our programs were very well attended, very well organized, and everyone had a very good experience. We will be reviewing all of our programs and procedures shortly after everything is finished to make sure we continue to improve everyone's experience and improve our service. Our Bus Trip to the LaCrosse Queen Cruise was a success, we didn't fill up all the way but we were very close. It was great to have that first trip post covid out of the way and I think we can safely say we can offer them once again. We have our Brewers Bus Trip coming up on August 18th and still have some spots left for that one as well so hopefully we can fill it up. We have flag football for the different age levels coming up right away when school begins and are looking forward to that. We will also be gearing up for fall/winter recreation programs right away so we are ready for a new season.

Smith Center: We hosted our first summer ice since before the tornado from July 11th – 20th and it went very well. I think the Youth Hockey and Ice Reflections were both pleased with it as was the others who participated in the opportunity. They had a good turnout on all of the days and fortunately the

arena handled it pretty well. Removal is always easier in the summer because we do not paint the ice and it is simply frozen water with line kits built in. We have also had several reservations and events inside the arena and have a good schedule moving forward into the fall season. We will continue to finish up some maintenance projects inside the arena so we are ready to go for another ice season.

Note: Sorry for the “shorter” board report this month, for some reason this has been amazingly busy for us on all fronts so it has been a bit difficult to carve out enough time to write my usual lengthy report. I will finish with more detail in my verbal report at our meeting.

Respectfully Submitted,

Dan Wendorf
Parks & Recreation Director
City of Merrill